

# Preliminary Assessment Report

## Project 3014110, 2728 NE 100TH ST

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**Assessment Completed:** 10/12/2012

**Project Description:** Administrative Conditional Use- renovation / addition to existing classroom building.

**Primary Applicant:** [Steve Southerland](#)

This report lists the results of a preliminary assessment of your project requirements by various city departments. It's based on the project characteristics described on your site plan and preliminary application form. If your project required a pre-application site visit (PASV), the results of that site visit are also included. The goal of this report is to help you create a complete submittal package and reduce the need for corrections once your application has been submitted.

### Next Steps

1. Review the requirements in this report and contact the staff members listed below with questions.
2. If a street improvement plan is required, develop and submit it to the Seattle Department of Transportation (SDOT). **The Department of Planning and Development (DPD) will not accept your permit application until your street improvement plan is approved as 60% complete by SDOT. See [SDOT Client Assistance Memo 2213](#) for guidance about the 60% complete approval process.**
3. Schedule an appointment for permit application intake with DPD. **Please bring a copy of this report to your intake appointment.**

### Questions About This Report

If you have questions about the information in this report, contact the appropriate city staff member for each section.

#### DPD Drainage Requirements

Joseph P Berentsen, (206) 684-8613, [Joe.Berentsen@seattle.gov](mailto:Joe.Berentsen@seattle.gov)

#### DPD Land Use Requirements

Edgardo R Manlangit, (206) 684-5043, [Ed.Manlangit@Seattle.Gov](mailto:Ed.Manlangit@Seattle.Gov)

#### DPD Preapplication Site Visit Requirements

Ede M Courtenay, (206) 733-9679, [Ede.Courtenay@seattle.gov](mailto:Ede.Courtenay@seattle.gov)

#### Seattle City Light Requirements

Ray Ramos, (206) 615-1193, [ray.ramos@seattle.gov](mailto:ray.ramos@seattle.gov)

#### Seattle Department of Transportation Requirements

Joel Prather, (206) 615-0772, [joel.prather@seattle.gov](mailto:joel.prather@seattle.gov)

#### Seattle Public Utilities Requirements

Steve Resnick, (206) 233-7234, [ResnicS@seattle.gov](mailto:ResnicS@seattle.gov)

#### Water Availability

K Younge, (206) 684-5975, [Karen.Younge@Seattle.Gov](mailto:Karen.Younge@Seattle.Gov)

## Other Resources

- General questions about the permit process: Contact the DPD Applicant Services Center (ASC) at 206-684-8850.
- Overview of the permit application process: [5 Steps for a Successful DPD Application Submittal](#).
- User-friendly guides to city permitting processes: [DPD](#) and [SDOT](#) Client Assistance Memos.
- [Detailed zoning information](#).
- [DPD's Checklists & Standards](#), designed to help you make sure your permit application is complete and ready for review.

## Requirements

### **DPD Drainage Requirements**

The following requirements are based on the current stormwater and side sewer codes.

#### **Existing Public Drainage Infrastructure**

Sanitary sewer main location: NE 100th St.

Sanitary sewer main size: 8" Diameter

Other location: Ditch/Culvert in NE 100th St.

#### **Drainage**

The drainage point of discharge (SMC 22.805.020) is located at: Ditch or culvert.

#### **Flow Control Compliance**

All new, replaced, and disturbed topsoil shall be amended with organic matter per rules promulgated by the Director prior to completion of the project to improve onsite management of drainage water flow and water quality per SMC 22.805.020.E.

A completed Construction Stormwater Control and Soil Amendment Standard Plan is required and available at the following link: <http://www.seattle.gov/dpd/Codes/StormwaterCode/Forms/default.asp>

For projects with 5,000 square feet or more of new plus replaced impervious surface, a comprehensive drainage control plan and construction stormwater control plan shall be prepared by a licensed engineer.

#### **Water Quality**

No requirements

#### **Permanent and Temporary Dewatering**

The footing drain (if part of building plan) point of discharge (DPD DR 4-2011) is located at the following: Ditch.

### **DPD Land Use Code Requirements**

#### **Street Requirements**

Based on the scope of the proposed project, the following street improvements are required per Chapter 23.53 of the Seattle Municipal Code. Please review Right-of-Way Improvements Manual for design criteria (<http://www.seattle.gov/transportation/rowmanual/manual/>). Show required street improvements on your "enhanced site plan" at DPD permit application intake. If an SDOT Street Improvement Plan (SIP) is required, please list SDOT project number and SDOT contact name on the enhanced site plan. Street Improvement Plans must be accepted by SDOT prior to DPD permit application intake.

#### **NE 100TH ST**

Based on the documents provided, no street improvements are required per SMC 23.53.015 and SMC 23.53.006

### **Pre-Application Site Visit (PASV) Requirements**

PASV report requirements may be subject to additions, changes, or modifications by the department. The purpose of the report is to alert the applicant that there may be unusual or complex site conditions that trigger requirements from the department regarding this project. **The applicant is responsible for providing all required documents at the intake appointment.** If you have questions about this report or the PASV process, please contact the DPD Site Development Team at (206) 684-8860.

**Note:** Any project application associated with the development site can utilize the results from this PASV if the application is accepted by DPD within 18 months of the above inspection date. After 18 months, the applicant must apply for another PASV. No extensions will be granted.

### **ECA Mapping Unit and Type**

This project site appears to include the following ECAs and/or buffers:

Potential slide

Riparian management area

Wetland

### **Earth Disturbance**

If excavation has the potential to encroach on adjacent property in order to facilitate construction activity, please provide documentation of consent from the adjacent property owner. Show area of proposed encroachment on the submitted drawings and detailed cross-sections.

If temporary cuts greater than 1h:1v will be required in order to facilitate construction activity, please provide a geotechnical engineer's verification that soil conditions allow cuts to stand unsupported. Include detailed cross sections.

If shoring will be required, please provide submittals by geotechnical and structural engineers and show the proposed system on the submitted drawings. Include detailed cross sections.

### **Existing ROW Conditions**

#### **NE 100TH ST**

Street conditions:

Asphalt paving

Curb conditions:

No curb adjacent to site

A storm inlet does not appear to be located <350 ft from the site and prior to crossing a public right of way.

### **Tree Protection**

Trees greater than 6 inches in diameter as measured 4.5 ft above ground are present on the site but not shown on the site plan. Show the dripline of 1) **all** trees on the site, 2) adjacent trees that encroach on the site that are greater than 6 inches in diameter as measured 4.5 ft above ground, and 3) **all** trees located in the adjacent ROW. Include common and scientific names for all trees shown. See Director's Rule 16-2008 and CAM 242.

### **Construction Stormwater Control**

All projects with earth disturbance, regardless of size, require temporary and permanent stormwater control in accordance with the Construction Stormwater Control (CSC) Technical Requirements Manual (DR 16-2009, Volume 2). The CSC Best Management Practices (BMPs) noted below can be found in the Construction Stormwater Control Technical Requirements Manual, available online and from DPD's Public Resource Center.

#### **Show the following on the CSC/Post Construction Soil Amendment Plan:**

Place compost socks, compost berms, filter fabric fencing, straw bales, straw wattles, or other approved perimeter control BMPs to eliminate construction stormwater runoff.

Show the location of a stabilized construction access to the site; show methods to eliminate uncontrolled conveyance of mud and dirt into the right of way (ROW).

Cover bare soil with compost blankets, straw, mulch, matting, or other approved equal to control construction stormwater runoff.

Cover stockpiles and bare slopes with compost blankets, tarps, matting or other approved equal to control construction stormwater runoff.

A First Ground Disturbance inspection is required before any ground disturbance related to this permit, including demolition, tree cutting, clearing, grubbing, and grading. After your permit is issued, schedule an inspection by calling (206) 684-8900 or online at: <http://web1.seattle.gov/DPD/InspectionRequest>

### **Inspectors Notes**

Construction, as proposed, is limited to three additions to the west side of the existing structure.

Photo-documented. Discuss possible waivers and ECA standard submittal requirements with the DPD geotech on call at 206-684-8860.

### **Modifications to ECA Submittal Requirements**

- ECA Exemption Note: Wetland submittal requirements are not needed. Mapped wetland was determined to be a stormwater pond constructed in an upland during review for ECA exemption 6317553. 100-foot riparian corridor should be shown on site plan.

Seth Amrhein, (206) 386-1981, [Seth.Amrhein@seattle.gov](mailto:Seth.Amrhein@seattle.gov)

## **Standard Submittal Requirements for Projects in an ECA**

Show 100-foot riparian management area on plans

Type 4 or 5 stream: Show 50-foot buffer (non-disturbance area) as measured from the top of the water course bank

**Note:** No construction activity is allowed in the non-disturbance buffer area and limited development is allowed in the outer portion of the riparian management areas. Refer to SMC 25.09.200 for more information.

## **Seattle City Light Requirements**

### **Notes to Applicant**

Based on the information provided at this time, it does not appear that SCL has any additional requirements for construction on this project. If a new or revised electrical service is needed, please contact the Electrical Service Representative for your area several months before new service is required to determine your electric service design, service location and what kind of service is available at the building site. Your Electrical Service Representative is: Dave Kylen, 206-615-0607, [david.kylen@seattle.gov](mailto:david.kylen@seattle.gov). Be advised that it is the applicant's responsibility to seek guidance from SCL. Failure to contact SCL at your earliest convenience could severely impact your project's scope, schedule and budget. This responsibility rests solely with the applicant.

## **SDOT Requirements**

Based on the information provided at this time, it appears that no street improvements are **required**. All work in the right-of-way requires a permit. Therefore, if you are planning discretionary improvements you should contact SDOT as soon as possible. Be advised that it is the applicant's responsibility to seek guidance from SDOT Street Use should the scope of the project change, or should the applicant become aware of proposed construction in the ROW. Failure to contact SDOT at your earliest convenience could severely impact your project's scope, schedule and budget. This responsibility rests solely with the applicant.

## **SPU Requirements**

### **Water Availability**

Your water availability assessment has been waived.

For all multifamily, commercial, and industrial properties, the requirements for solid waste storage and pickup are outlined in SPU CAM 1301, available on the web at:

[http://www.seattle.gov/util/stellent/groups/public/@spu/@csb/documents/webcontent/cos\\_004542.pdf](http://www.seattle.gov/util/stellent/groups/public/@spu/@csb/documents/webcontent/cos_004542.pdf). For questions about solid waste requirements, contact Liz Kain, (206) 684-4166, [Liz.Kain@seattle.gov](mailto:Liz.Kain@seattle.gov).

### **Other Requirements**

## **Other Requirements**

Owners of residential property occupied by a tenant who will be displaced by housing demolition, substantial rehabilitation, change of use, or removal of use restrictions may need to obtain a Tenant Relocation License. Refer to DPD CAM 123, Seattle's Tenant Relocation Assistance Ordinance, for further information and instructions or call (206) 684-7979.

If your project involves additions or modification to or demolition of an existing building that contains four or more dwelling units or 4,000 square feet or more of non-residential area, and the building is a designated historic landmark or is 50 years old and meets the criteria set forth in SMC 25.12 for landmark designation, SEPA is required. Please contact the Department of Neighborhoods at (206) 684-0228 or [www.seattle.gov/neighborhoods/preservation](http://www.seattle.gov/neighborhoods/preservation) to determine if your building is a designated landmark or if a referral is necessary to determine if the building meets the criteria in SMC 25.12. Refer to CAM 208 for information regarding the application requirements for a SEPA review and CAM 3000 for information regarding landmarks and historic preservation.

If the scope of your proposed project changes before your DPD intake appointment or SDOT street improvement plan application, the requirements in this report may change. If there are municipal code and ordinance changes before our DPD intake appointment, the project must meet the new code requirements. Additional street improvement requirements may be triggered if a permit application for a development project on adjacent property is also undergoing review.

Please be aware that all persons or companies working within the City limits, including all contractors, subcontractors, permit expeditors and other service providers are required to possess a valid City of Seattle business license. This license is required in addition to any other licenses required by the State of Washington, such as a contractors' license or state business license. For more information about City of Seattle business licenses, please contact inspector Michale Crooks at 206-684-8871, [Michale.Crooks@seattle.gov](mailto:Michale.Crooks@seattle.gov), or visit the [Licensing and Tax Administration Division website](#).